



**MINUTES OF HAMPDEN COUNTY HEALTH COALITION  
THURSDAY, MARCH 1, 2018**

**LOCATION:** Pioneer Valley Planning Commission (PVPC)  
60 Congress Street  
Springfield, MA 01104

**CALLED TO ORDER AT:** 10:08 a.m.  
**MEETING ADJOURNED AT:** 11:51 a.m.

**ATTENDEES:**

Stephanie Bozigian-Merrick	Public Health Emergency Preparedness Planner, PVPC
Soloe Dennis	Deputy Commissioner, Springfield Health & Human Services
Jeanne Galloway	Co-Chair; Health Director, West Springfield
Thomas Hibert	Westfield & Montgomery
Beverly Hirschhorn	Director Board of Health, Longmeadow
Erica Johnson	Senior Planner, PVPC
Angela Kramer	Public Health Nurse, Ludlow
Lorri McCool	Health Agent for Wilbraham, Monson & Hampden
Cheryl Messer	Director of Nurses, Ludlow Board of Health
Michael Nelson	Regional Emergency Preparedness Coordinator, MDPH
Aimee Petrosky	Health Agent, East Longmeadow
Sherry Petrucci	Public Health Nurse, Agawam Health Department
Deborah Schaier	Public Health Nurse, Holyoke
Tammy Spencer	Co-Chair; Sanitarian, Health Department, Chicopee

**GUESTS:**

Justin Ayala	UMass Medical School – Baystate Health
Sarah Perez McAdoo, MD	UMass Medical School – Baystate Health

**DOCUMENTS DISTRIBUTED AT THIS MEETING:**

- Agenda
- Minutes of Hampden County Health Coalition, Thursday, February 1, 2018
- HCHC FY 18 Financial Statement for the Month of February 2018
- Stephanie Bozigian-Merrick, PHEP Planner – February 2018 Monthly Reports
- Emergency Risk Communication in Practice (informational flyer)
- Hazardous Materials Response – Awareness Level (informational flyer)
- Perdue University via CME University – Series on Opioids and Prescription Drug Abuse
- Introductory Essay – Rebecca Piscia, Public Health Emergency Preparedness Intern

**1. Meeting Called to Order**

Jeanne Galloway called the March 1, 2018 meeting of the Hampden County Health Coalition (HCHC) to order at 10:08 a.m.

**2. Welcome & Introductions**

Ms. Galloway welcomed HCHC members and guests and she asked everyone to introduce themselves.

### 3. Approval of Minutes

Ms. Galloway asked if there were any comments or questions regarding the February 1, 2018 HCHC meeting minutes. There being no comments or questions, Ms. Galloway then called for a motion to approve the minutes of the February 1, 2018 HCHC meeting.

AIMEE PETROSKY MADE THE MOTION TO APPROVE THE FEBRUARY 1, 2018 MINUTES; SOLOE DENNIS SECONDED THE MOTION AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

### 4. Financial Report

Erica Johnson presented the HCHC Financial Statement for the month of February 2018 and she noted that the current balance of PHEP funds is \$100,039.28. Ms. Johnson stated that there are no purchase requests that need to be approved at today's meeting. Ms. Galloway then called for a motion to approve the HCHC FY 18 Financial Statement for the Month of February 2018.

SOLOE DENNIS MADE THE MOTION TO APPROVE THE HCHC FY 18 FINANCIAL STATEMENT FOR THE MONTH OF FEBRUARY 2018; AIMEE PETROSKY SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.

### 5. Business At Hand

#### a) PURCH Program Presentation

Ms. Galloway welcomed Dr. Sarah Perez McAdoo and she stated that Dr. McAdoo is here to talk about the Population Based Urban & Rural Community Health (PURCH) program that is being offered through Baystate Health and UMass Medical School. Dr. McAdoo noted that this is a unique opportunity where community partners can be engaged in the curriculum. She stated that 21 students are currently enrolled in the PURCH program and she noted that the students are focusing on population health, healthcare equity and social determinants of health. Dr. McAdoo then talked about the PURCH track experience.

Dr. McAdoo stated that there are several opportunities for community partners to influence the students' education including a Community Faculty which currently represents various domains across health and social sectors. Dr. McAdoo also talked about the *Capstone Scholarship and Discovery* course which is a four-year mentored scholarly project that she has been working to develop along with Justin Ayala and other team members. Dr. McAdoo next described the *Population Health Clerkship*, noting that this program allows the students to work with community-based organizations every day for a 2 week period. She noted that an organization might have a team of 4-5 medical students helping to address issues that the organization is trying to move forward. Mr. Ayala stated that the first *Population Health Clerkship* will take place during the last two weeks of October and he noted that the process of identifying organizations for this project is a high priority. Dr. McAdoo stated that the role of educator includes (1) Community Faculty, (2) being a partner site for the *Capstone* student experience, (3) participating in the summer

internship opportunity and (4) being a *Population Health Clerkship* community partner. As regards the summer internship, Dr. McAdoo explained that the students have 6-8 weeks to work on a project and she stated that if a student starts working with an organization during the summer, they might continue to work together on the Capstone project, and there might be an opportunity to participate in the *Population Health Clerkship*. Dr. McAdoo noted that an organization could potentially have a team of 2-3 students over the course of 4 years.

As regards the timeline for opportunities to work with the PURCH students, Dr. McAdoo stated that they will be looking at adding community faculty members in late spring. In addition, she would need to know in March if HCHC members are interested in the summer intern opportunity. In terms of the *Capstone* project, Dr. McAdoo stated that this is an excellent way to work with a student over a period of time and she asked HCHC members to let her know soon if they have a project they want to work on. With regard to the *Population Health Clerkship*, Dr. McAdoo asked that HCHC members let her know if they are interested in having a team of students work on a particular issue and she will set up a time to meet. Ms. Galloway suggested that HCHC could develop programs that would provide services to our smaller more rural communities. As regards the Capstone project, Dr. McAdoo stated that the students need to balance their area of interest with the needs of the community and to see if their work has an impact on the Community Health Improvement Plan (CHIP). After Dr. McAdoo concluded her report, Coalition members thanked her for her presentation and Ms. Galloway moved to address the next agenda item.

b) PHEP Deliverables Update & Next Steps

Stephanie Bozigian-Merrick announced that with the exception of the Gateway communities, all HCHC members have completed their EDS drills and she thanked the group for working together to complete this deliverable.

c) EDS Drill Forms

Ms. Bozigian-Merrick noted that most of the After Action Reports (AARs) for the EDS drills have been written however she was unaware that certain metric forms must be completed for MDPH. Ms. Bozigian-Merrick stated that she will therefore need to collect a little more information from most HCHC members about their EDS drills and she will email them the form that needs to be completed for MDPH.

d) Closed POD Project Update

Ms. Bozigian-Merrick reported that with assistance from our intern Rebecca Piscia, the Closed POD project is moving forward. She added that in her handout packet is an excellent introductory article written by Rebecca Piscia.

e) Group Home Outreach Project

Ms. Bozigian-Merrick stated that the Group Home Outreach project will be dovetailing with a project that the WRHSAC Pan Flu Subcommittee may be undertaking regarding individuals with Access and Functional Needs. As regards other deliverables, Ms. Bozigian-Merrick reported that at the end of the quarter, the Coalition will need to submit staffing contact information updates but otherwise HCHC's deliverables are in excellent condition. At this

point, Mr. Dennis stated that he would like to thank Ms. Bozigian-Merrick for her leadership and for helping the Coalition to achieve their deliverables. Ms. Bozigian-Merrick also expressed her appreciation to HCHC members for working together and completing the work.

f) FY19 PHEP Funding Concurrence Review & Vote

Ms. Johnson noted that this is the time of year when the Coalition has an opportunity to concur with the state's application for PHEP funds. Ms. Johnson reported that there will be an overall reduction in funds for FY19 in the amount of \$155,000 across the entire Commonwealth however she noted that this should not amount to a huge cut from HCHC's budget. Ms. Johnson also reported that new capability standards for Public Health will be available soon. Mr. Nelson explained that the PHEP program is in the process of restructuring the capabilities and he believed there will not be any drastic changes. Ms. Johnson also noted that the state is remaining firm in their policy that clothing, furniture items and promotional items are not allowable expenses.

Ms. Johnson reported that the timeframe for the concurrence vote is from the end of March to the beginning of April. Mr. Nelson pointed out that the last day for the concurrence vote is April 5<sup>th</sup> therefore HCHC could vote to concur at the April 5<sup>th</sup> Coalition meeting. He also reported that there will be a webinar for local Public Health on March 22<sup>nd</sup> at 1:00 p.m. and he noted that the state will have concrete budget numbers by then. Ms. Johnson stated that she plans to participate in the conference call and she will send her notes from that meeting to HCHC members. Mr. Nelson then talked briefly about the concurrence process. He explained that when the state applies for PHEP funds, they need to receive input from each Public Health coalition to see if the majority of the coalitions agree that the process has been conducted in an equitable way. He explained that if most of the coalitions indicate that they are not happy, then the state is required to revisit their process. Ms. Johnson added that the Coalition has the same responsibilities to the state regardless of whether or not we concur. After a brief discussion, Ms. Galloway asked if the concurrence vote should take place today or if HCHC members would like to wait until the April 5<sup>th</sup> Coalition meeting. HCHC members proposed that the concurrence vote take place at the April Coalition meeting and Ms. Galloway noted that this item will be included on the April 5<sup>th</sup> meeting agenda.

At this point, as requested by Ms. Galloway, Ms. Bozigian-Merrick provided an update on vaccine refrigerators. She stated that at the February Coalition meeting it was discovered that some communities do not have reliable refrigerator plus generator combinations that will protect their vaccines. She noted that 2000 doses of Anthrax Vaccine Absorbed (AVA) requires 40 cubic feet of refrigerator space which HCHC members do not have, adding that some refrigerators are getting very old. Ms. Bozigian-Merrick stated that WRHSAC may be able to provide funding to purchase refrigerators if the Coalition can document that they are being used regionally as a component of emergency preparedness capacity building. She also noted that she received confirmation at the LSAC meeting from OPEM Deputy Director Donna Quinn that refrigerators are considered an acceptable cost if used specifically for emergency preparedness but not if they are used for every day health department work. Ms. Bozigian-Merrick stated that she will be sending HCHC members a survey to assess the Coalition's preparedness needs and resources

regarding vaccine refrigeration and, based on the results, HCHC can try to determine what equipment is needed and how to pay for it. Ms. Hirschhorn noted that there used to be large refrigerators at UMass but she did not know if they would still be considered a resource since they could be very old. Ms. Johnson pointed out that even if refrigerators are an allowable expense, the Coalition may need to consider giving up something else in order to purchase a refrigerator given that a small model can cost thousands of dollars and she suggested that Ms. Galloway and Ms. Bozigian-Merrick continue to pursue funding through WRHSAC. Ms. Galloway added that it may be necessary to create some Memorandums of Understanding (MOUs) amongst the towns regarding the refrigerators.

## 6. News and Updates

### a) MRC & PV COAD Updates

Tammy Spencer stated that the last PV COAD meeting was in January so she did not have anything new to report. Ms. Spencer then provided an update on the National Association of County & City Health Officials (NACCHO) 2018 Challenge Awards and she announced that 5 awards were given to Massachusetts of which 3 were for Hampden County. Ms. Spencer reported that the Central Hampden County MRC received Tier 1 funds which will be used for administrative costs for the unit leader and she noted that the other two awards were for the Town of Longmeadow and the City of Springfield. Mr. Dennis reported that the Springfield MRC is doing Medical Countermeasures (MCM) engagement work and Ms. Hirschhorn stated that Longmeadow is conducting a table top exercise and a full-scale shelter training. Ms. Spencer next reported that Lois Luniewicz has been meeting individually with the towns that have merged into the Central Hampden County MRC, adding that she was planning to meet with Holyoke and Agawam to talk about how to request aid from the Central Hampden County MRC when the need arises. Ms. Spencer also reported that there will be a meeting on March 6<sup>th</sup> regarding a potential unit coordinator for Central Hampden County MRC and she noted that the next Hampden County MRC meeting will take place on March 14<sup>th</sup>. Ms. Petrosky requested that her name be added to the MRC email list and she reported that East Longmeadow has a new MRC coordinator.

### b) HMCC Update

Ms. Galloway reported that HMCC is working on the budget plans for the next round of cycles. She also noted that a Steering Committee meeting will take place in March, and a full coalition meeting will take place in April as well as in the fall. Ms. Galloway added that HMCC has been very active over the winter in response to the storms.

### c) MCD Update

Ms. Galloway reported that the Pioneer Valley Mosquito Control District (PVMCD) was awarded an Efficiency and Regionalization grant in the amount of \$150,000 but she noted that the PVMCD currently does not have an advocate. She stated that 11 towns signed the Letter of Interest however only three towns submitted a nominee for commissioner. In response to a series of questions raised by Cheryl Messer, Ms. Galloway then provided some background information on the PVMCD noting that it was approved by the State Reclamation and Mosquito Control Board (SRMCB) in October and she suggested that if Ludlow would like to consider joining, they should

send a Letter of Interest to the Town Administrator for Deerfield, Wendy Foxmyn. Ms. Galloway noted that the current minimum sign-up fee ranges from \$4,000 to \$7,500 for the operation of the district and she offered to send Ms. Messer more detailed information about the PVMCD to share with Town of Ludlow officials. Ms. Petrosky also noted that the SRMCB will need to interview and approve the commissioner. She stated that she is the nominee for the Town of East Longmeadow, and the other two nominees are Northampton Public Health Director Merridith O'Leary and FRCOG PHEP Planner Greg Lewis.

d) Western MA Public Health Advisory Group (WAG)

Ms. Galloway announced that there will be a Closed POD drill in May and there will be a WebEOC drill sometime in March. Ms. Galloway noted that at the February Coalition meeting there was a discussion about getting a mobile app for WebEOC and she stated that IMX Connect is the app currently supported by the Massachusetts WebEOC. Ms. Johnson asked if the state is in the process of making WebEOC more mobile friendly. Mr. Nelson stated that if HCHC members download the app to their phones, it will be easy to connect to the WebEOC website. Ms. Kramer stated that if the WebEOC drill does not take place during normal business hours, it will be difficult for her to participate if she doesn't have the resources to do so. She also remarked that she might not answer the phone if she does not recognize the phone number. Ms. Bozigian-Merrick pointed out that during an actual event, the phone number may not be recognizable and the call could come in after 5:00 p.m. on a Friday and she stated that if anyone does not have resources after 5:00 p.m., it will be important to look into that. Mr. Nelson offered to help with the process for installing the mobile app at the April Coalition meeting. He noted that HCHC members would need to preprogram their name, password, town and WebEOC URL. As regards other WAG updates, Ms. Bozigian-Merrick reported that work is continuing on the Emergency Dispensing Site (EDS) template for the region.

e) LSAC Update

Mr. Nelson noted that LSAC updates were provided earlier during today's HCHC meeting.

f) WRHSAC Updates

Ms. Galloway noted that there are two Multi-Agency Coordination Centers (MACCs) in Berkshire County, as well as one in Franklin County and one in Hampshire County. She stated that the Pan Flu Subcommittee had been talking about doing a Phase 5 MACC for Hampden County, however, she noted that there was no support for this plan so they are not going forward with it. Ms. Galloway next stated that the Family Reunification program is being presented at two national conferences in April, including the *Public Health Emergency Preparedness Conference* in Atlanta and the *Joint Commission Conference* in Philadelphia.

Ms. Galloway reported that the Training and Exercise Committee is conducting an Operational ICS training on March 27<sup>th</sup> and 28<sup>th</sup> and she stated that there is an upcoming regional sheltering exercise. She also noted that there will be a *First Responder Emerging Threats* training on March 15<sup>th</sup> and a *Special Events Incident Management* training on June 11<sup>th</sup> and 12<sup>th</sup> with follow-up on June 20<sup>th</sup> and June 21<sup>st</sup>. Ms. Galloway next stated that there will be

a passenger train exercise in May and there will be a cargo train exercise for first responders in Hatfield on April 10<sup>th</sup> and 11<sup>th</sup>. In addition, she stated that there is going to be a *School Emergency Triage Training* and she will provide more details when she receives them. Ms. Petrucci noted that some communities, including Agawam, are conducting the *Alert Lockdown Inform Counter Evacuate* (ALICE) training and Ms. Galloway stated that there is still interest in doing more of the *Stop the Bleed* training. Ms. Bozigian-Merrick noted that \$950 is needed to purchase a *Stop the Bleed* training kit and Ms. Galloway suggested sending a proposal to the WRHSAC Training and Exercise Committee. Ms. Galloway reported that ICS 100 and 200 have been updated and the Coalition may need to review them. She also stated that the hospital groups will be having several exercises in the coming months including an *Active Shooter Drill* at Mercy Hospital. Finally, Ms. Galloway reported that MEMA is making updates to their WebEOC and they are also planning for several events including the Boston Marathon.

g) MAVEN Report

Angela Kramer reported that there has been a slight decrease recently in the number of flu cases that she has been seeing. As far as other diseases, she reported that there was a *pertussis* case involving a child who had been vaccinated and she pointed out that the TDaP (tetanus, diphtheria and pertussis) vaccine is not strong enough. Ms. Kramer also noted that a child was seen with swelling on one side of the face which they believed to be mumps however the test results were inconclusive. Ms. Schaier stated that Holyoke had two cases of one-sided facial swelling in people who had the flu. Ms. Petrucci reported that they have also been seeing children with hives and she noted that the test results came back positive for the flu even though the only symptom was an outbreak of hives. Ms. Kramer next stated that they had a case of *Rocky Mountain spotted fever*, noting that this was a college student who had travelled abroad. She also stated that she had a case of *Group A Streptococcus*, a case of *Group B Streptococcus*, and a case of *Varicella*, however the majority of the cases she has been seeing were flu related.

Ms. Hirschhorn noted that the numbers of reportable diseases that are seen in Longmeadow are included in their Town's annual report and she asked Ms. Kramer if she provides the numbers of reportable diseases to the towns that are receiving MAVEN services. Ms. Kramer stated that she wasn't asked to furnish that information. Ms. Petrosky pointed out that if the town receives a report on the number of communicable diseases in their community, they may have more impetus to try to fund MAVEN. Mr. Dennis agreed and he suggested that it might be time to consider asking the towns to be responsible for MAVEN instead of having the Coalition pay for this service.

h) Upcoming Events, Trainings & Exercises

Ms. Galloway circulated a flyer on *Human Trafficking and its Impact on Businesses* and she noted that this event, which is being hosted by MGM Springfield, will take place on March 22<sup>nd</sup> in Springfield. Ms. Bozigian-Merrick also reported that there will be an *Emergency Risk Communication in Practice* training on March 21<sup>st</sup> and there will be a MEMA *Hazardous Materials Response – Awareness Level* training on April 20<sup>th</sup>. In addition she stated that there is a Perdue University online series about opioids and prescription drug abuse and she noted that more information is available in the three training handouts she had distributed.

Ms. Hirschhorn stated that she is the Massachusetts Health Officers Association (MHOA) representative for western Massachusetts and she noted that many individuals from western Massachusetts have expressed concern about the failure to have a Massachusetts Department of Environmental Protection (DEP) oriented conference for the western region. Ms. Hirschhorn stated that their voices have been heard and she announced that there will now be a DEP training in Hampden County in April and another one will take place in Pittsfield. She noted that she did not have all the details at this time. Ms. Bozigian-Merrick thanked Ms. Hirschhorn for advocating on behalf of our region.

8. Other Business

Mr. Nelson reported that there will be a storm call at 1:00 p.m. today. He stated that HCHC members who are on the MEMA list serve or the DPH list serve should have received the information and he will also send the information to Ms. Bozigian-Merrick and Ms. Johnson who could forward it to HCHC members.

Lorri McCool stated that her new Public Health nurse is being tasked by her Advisory Board of Health with trying to get a sharps disposal for the Town of Wilbraham and she asked HCHC members if they all have a sharps disposal for their individual communities. HCHC members responded that their communities do have a sharps disposal and it was noted by several HCHC members that their vendor is Stericycle.

Ms. Johnson stated that, as in the past, there may be PHEP funds remaining at the end of the year and she should know more within the coming weeks. Ms. Johnson added that she will be putting together a budget amendment and she asked HCHC members to let her know if there are items they need. In addition, Ms. Johnson noted that at the February Coalition meeting there was a discussion about an opportunity for board certification as a Health Care Disaster Professional that is available through the American Nurses Credentialing Center (ANCC). She stated that she has been communicating with FRCOG and she is trying to find out if the Coalition can pay for this expense during this fiscal year or in the upcoming fiscal year. Ms. Johnson asked HCHC members to let her know if they have any questions.

Ms. Spencer announced that the UMass School of Public Health and Health Sciences is having a Career Day on March 22<sup>nd</sup>. She stated that MHOA staffs a booth and she will be there working on the Board of Health roster for all the students that come through. Ms. Spencer noted that they also advertise job openings and internships and she asked HCHC members to let her know if anyone has anything they would like to add to the list.

9. Meeting Adjourned

There being no further business to discuss, Ms. Galloway called for a motion to adjourn today's March 1, 2018 HCHC meeting at 11:51 a.m. AIMEE PETROSKY MADE THE MOTION TO ADJOURN THIS MARCH 1, 2018 HCHC MEETING; SOLOE DENNIS SECONDED THE MOTION, AND ALL THE HCHC MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION.